

Jim Doyle
Governor

Celia M. Jackson
Secretary

**WISCONSIN DEPARTMENT OF
REGULATION & LICENSING**



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**SUBSTANCE ABUSE COUNSELORS
ADVISORY COMMITTEE
Room 121 C, 1400 E. Washington Avenue, Madison WI
Contact: Jeff Scanlan (608-267-7223)
February 2, 2006
9:00 AM**

OPEN SESSION - CALL TO ORDER – ROLL CALL

Approval of Agenda

- A. Meet & Greet – Welcome to the Advisory Committee, introductions
 - Welcome – Secretary Celia Jackson
 - Meet & Greet – Core Value/Team building exercise: General Introductions of Advisory Committee members and Dept Staff – committee members will share a brief biography/story and take part in a “core values” activity for the committee
- B. General Department of Regulation and Licensing Policy & Procedure Review with Boards
 - Agendas and Addendums
 - Quorum Policy and Procedure
 - Role and Responsibilities of Board Member
 - Hotel Policy
 - Scheduling of Ongoing Committee Meetings – *Please bring your calendars
- C. Overview of the Transfer of the Regulation of Substance Abuse Providers from the Department of Health and Family services to the Department of Regulation and Licensing as per 2005 Wisconsin Act 25 Assembly Bill 100.
 - Review of the Memorandum of Agreement (MOA) Between the of Department of Health and Family Services, the Department of Regulation and Licensing and the Wisconsin Certification Board for Transfer of Regulation of Substance Abuse Certificate Holders
- D. Emergency Rules Discussion – Need for Emergence Rule Re: Code of Conduct
- E. Discussion Regarding Transfer of Licensure – Issues and Problems Identified, Additional issues, next steps, and solutions

Informational Items

Consulting with Legal Counsel

Visitor Comments

Other Committee Business

ADJOURNMENT

MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC UNLESS OTHERWISE NOTED. IF A BOARD ADJOURNS TO CLOSED SESSION, RECONVENES IN OPEN SESSION TO VOTE ON ITEMS CONSIDERED IN CLOSED SESSION, AND DURING VOTING DETERMINES THAT ADDITIONAL DELIBERATIONS ARE NECESSARY FOR VOTING, THE BOARD MAY ADJOURN TO CLOSED SESSION TO CONTINUE DELIBERATIONS AND THEN RECONVENE INTO OPEN SESSION FOR VOTING.

Meetings and hearings may be cancelled without notice. Times listed for meeting items are approximate and depend on the length of discussion and voting. The board may also consider in closed session, stipulations filed after the printing of this notice. Meetings may be confirmed by a telephone call to the listed contact person. Examinations are open only to authorized candidates. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. All meetings are held at 1400 East Washington Avenue, Madison, Wisconsin, unless otherwise noted. For a complete copy of the board's agenda, contact the board listed above. Interpreters for the hearing impaired provided on request. Contact the Affirmative Action Officer, (608) 266-2112.